

**Voucher Examiner (PSU) (T)**

**Voucher Examiner (PSU)**

**Physician**

**Engineer (General) (T)**

**Engineer (General)**

**A.I.D. Project Management Specialist (Malaria) (T)**

**A.I.D. Project Management Specialist (Malaria)**

**Financial Analyst (T)**

**Financial Analyst**

**Administrative Assistant (T)**

**Administrative Assistant**

**FSN# 2012/04 (T)**  
**Voucher Examiner (PSU)**

**OPEN TO:** All Interested Candidates

**POSITION:** Voucher Examiner (PSU), FSN-7; FP-7 (Trainee)

**OPENING DATE:** December 2, 2011

**CLOSING DATE:** Until filled

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:**

Not Ordinarily Resident (NOR): USD 39,994 per annum (minimum starting salary)  
(Position Grade: FP-7 to be confirmed by Washington)

Ordinarily Resident (OR): THB 480,033 per annum (minimum starting salary)  
(Position Grade: FSN-7)

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner (PSU) in its Post Support Unit, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Perform work consisting of the examination and audit for accuracy, legality, compliance with regulations, and justification of vouchers, invoices, claims, and other requests for payment from customer posts. Responsible for processing post assignment travel vouchers for all overseas posts, vendor vouchers, E2 vouchers and ILMS voucher from Post Support Unit (PSU) client posts. The incumbent is relied on by the Certifying Officer to forward only correct, legal, and proper vouchers for certification. Assures compliance with regulations and correct computation on the basis of supporting documents submitted by U.S. Embassy Finance Offices worldwide, or through contact with program officials, travelers and vendor's/contractors. Must ensure compliance with Federal, DoS, PSU and individual client post policies. When vouchers are rejected, incumbent must provide detailed and tactful explanations of the regulation or policy to the submitter and inform them of the necessary corrective action.

**QUALIFICATIONS REQUIRED:**

**NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.**

- (1) Two years post secondary study at college or university (high vocational school or equivalent);
- (2) Two years of progressively experience responsible work in finance, accounting, bookkeeping or related financial field;

(3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered).

**SELECTION PROCESS:**

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

**SALARY RANGE:**

The minimum starting salary for a fully qualified applicant is as advertised above. Actual salary of the successful candidate will be based on various criteria including, but not limited to: educational qualification, work experience, prior salary history and job knowledge.

**SUBMIT APPLICATION TO:**

E-mail: [bkkrecruitment@state.gov](mailto:bkkrecruitment@state.gov)

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**CLOSING DATE FOR THE POSITION: Until filled**

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**FSN# 2012/04**

**Voucher Examiner (PSU)**

**OPEN TO:** All Interested Candidates

**POSITION:** Voucher Examiner (PSU), FSN-8; FP-6

**OPENING DATE:** December 2, 2011

**CLOSING DATE:** Until filled

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:**

Not Ordinarily Resident (NOR): USD 44,737 per annum (minimum starting salary)  
(Position Grade: FP-6 to be confirmed by Washington)

Ordinarily Resident (OR): THB 574,907 per annum (minimum starting salary)  
(Position Grade: FSN-8)

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner (PSU) in its Post Support Unit, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Perform work consisting of the examination and audit for accuracy, legality, compliance with regulations, and justification of vouchers, invoices, claims, and other requests for payment from customer posts. Responsible for processing post assignment travel vouchers for all overseas posts, vendor vouchers, E2 vouchers and ILMS voucher from Post Support Unit (PSU) client posts. The incumbent is relied on by the Certifying Officer to forward only correct, legal, and proper vouchers for certification. Assures compliance with regulations and correct computation on the basis of supporting documents submitted by U.S. Embassy Finance Offices worldwide, or through contact with program officials, travelers and vendor's/contractors. Must ensure compliance with Federal, DoS, PSU and individual client post policies. When vouchers are rejected, incumbent must provide detailed and tactful explanations of the regulation or policy to the submitter and inform them of the necessary corrective action.

**QUALIFICATIONS REQUIRED:**

**NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.**

- (1) Two years post secondary study at college or university (high vocational school or equivalent);
- (2) Two years of progressively experience responsible work in finance, accounting, bookkeeping or related financial field;

(3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);

(4) A thorough knowledge of applicable sections of the Foreign Affairs Manual and Handbooks, Federal Travel Regulations, JFTR, DSSR CDC Handbook and USAID's ADS.

**SELECTION PROCESS:**

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

**SALARY RANGE:**

The minimum starting salary for a fully qualified applicant is as advertised above. Actual salary of the successful candidate will be based on various criteria including, but not limited to: educational qualification, work experience, prior salary history and job knowledge.

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**CLOSING DATE FOR THE POSITION: Until filled**

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**FSN# 2012/20**

**Physician**

**OPEN TO:** All Interested Candidates

**POSITION:** Physician, FSN-12; FP-3

**OPENING DATE:** April 12, 2012

**CLOSING DATE:** Until filled

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:**

Not Ordinarily Resident (NOR): FP-3

Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of Physician in its Regional Medical Services Office (RMO) located GPF Building, Wireless Road, Lumpini, Pathumwan, Bangkok.

**BASIC FUNCTION OF POSITION:**

Provides outpatient primary care medical services at the Embassy Medical Unit to patients covered under the Department of State Medical Program with special emphasis on pediatric care. During the absence of the both Regional Medical Officer and the Foreign Service Health Practitioner, this physician will provide medical supervision of the Medical Unit staff and be available for after hours medical consultations and referrals.

**QUALIFICATIONS REQUIRED:**

**NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.**

- (1) Must hold a current medical license in a U.S. state or other country;
- (2) Must have current American board certification in Pediatrics with or without subspecialty;
- (3) Five years of post-residency clinical experience in their primary care specialty with at least 50% of the physician's time involved in direct patient care during the five years, including time spent in a private American pediatrics practice;
- (4) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (5) Must be experienced with all aspects of pediatric care, including immunization practices.

**SELECTION PROCESS:**

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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**CLOSING DATE FOR THE POSITION: Until filled**

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**FSN# 2012/51 (T)**  
**Engineer (General)**

**OPEN TO:** All Interested Candidates

**POSITION:** Engineer (General), FSN-10; FP-5 (step 5 thru 14), Trainee

**OPENING DATE:** May 25, 2012

**CLOSING DATE:** June 15, 2012

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:**

Not Ordinarily Resident (NOR): FP-5 (step 5 thru 14)

Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Engineer (General) in its Residence Office In Charge of Construction (ROICC) office located at the JUSMAGTHAI compound, South Sathorn Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Provide construction management and engineering support services to the Resident Officer In Charge of Construction (ROICC), Site Thailand. Services include civil, mechanical, structural, and electrical engineering for the planning, design, construction, cost estimating, and inspection of construction and facilities support services for Department of Defense and State Department activities in Southeast Asia (including Thailand, Laos, Cambodia, Vietnam, Indonesia, Malaysia, East Timor, Australia, and the Philippines).

**QUALIFICATIONS REQUIRED:**

**NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

- (1) Bachelor's Degree in Civil, Mechanical, Electrical, or Structural Engineering field;
- (2) At least two years of progressive responsible experience as a registered professional engineer with two years of working experience in managerial level;
- (3) Must be a registered professional Engineer (minimum of Level 1);
- (4) Level IV (fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);



(5) Must possess expert and thorough professional knowledge of the field of engineering in which engaged and a sound knowledge of allied fields bearing upon the engineering work involved such as building and construction practices and its code, price and cost analysis techniques sufficient to evaluate Thai and other Southeast Asia contractor's proposals and prepare a negotiation position and construction cost estimate, construction scheduling, and U.S. Government Construction Contracting requirements;

(6) Must be able to operate Microsoft Office package.

**SELECTION PROCESS:**

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

**SUBMIT APPLICATION TO:**

E-mail: [bkkrecruitment@state.gov](mailto:bkkrecruitment@state.gov)

**PLEASE ATTACH A COPY OF REGISTERED PROFESSIONAL ENGINEER CERTIFICATE.**

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**CLOSING DATE FOR THE POSITION: June 15, 2012**

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**FSN# 2012/51**

**Engineer (General)**

**OPEN TO:** All Interested Candidates

**POSITION:** Engineer (General), FSN-11; FP-4

**OPENING DATE:** May 25, 2012

**CLOSING DATE:** June 15, 2012

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:**

Not Ordinarily Resident (NOR): FP-4

Ordinarily Resident (OR): FSN-11

The U.S. Embassy in Bangkok is seeking an individual for the position of Engineer (General) in its Residence Office In Charge of Construction (ROICC) office located at the JUSMAGTHAI compound, South Sathorn Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Provide construction management and engineering support services to the Resident Officer In Charge of Construction (ROICC), Site Thailand. Services include civil, mechanical, structural, and electrical engineering for the planning, design, construction, cost estimating, and inspection of construction and facilities support services for Department of Defense and State Department activities in Southeast Asia (including Thailand, Laos, Cambodia, Vietnam, Indonesia, Malaysia, East Timor, Australia, and the Philippines).

**QUALIFICATIONS REQUIRED:**

**NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

- (1) Bachelor's degree in Civil, Mechanical, Electrical, or Structural Engineering field;
- (2) Minimum of three years of progressive responsible experience as a registered professional engineer with at least three years of working experience in managerial level;
- (3) Must be a registered Engineer (minimum of Level 1);
- (4) Level IV (fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);

(5) Must possess expert and thorough professional knowledge of the field of engineering in which engaged and a sound knowledge of allied fields bearing upon the engineering work involved such as building and construction practices and its code, price and cost analysis techniques sufficient to evaluate Thai and other Southeast Asia contractor's proposals and prepare a negotiation position and construction cost estimate, construction scheduling, and U.S. Government Construction Contracting requirements;

(6) Must be able to operate Microsoft Office package.

**SELECTION PROCESS:**

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

**SUBMIT APPLICATION TO:**

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**PLEASE ATTACH A COPY OF REGISTERED PROFESSIONAL ENGINEER CERTIFICATE.**

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**CLOSING DATE FOR THE POSITION: June 15, 2012**

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**FSN# 2012/01 (T)**

**A.I.D. Project Management Specialist (Malaria)**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** A.I.D. Project Management Specialist (Malaria), FSN-11 (Trainee)

**OPENING DATE:** March 16, 2012

**CLOSING DATE:** Until Filled

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-11

The U.S. Embassy in Bangkok is seeking an individual for the position of A.I.D. Project Management Specialist (Malaria) in the U.S. Agency for International Development (USAID)/ Office of Public Health (OPH), located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Serves as Malaria Specialist supports the President's Malaria Initiative (PMI) program in planning, management, implementation, policy and monitoring and evaluation. S/he provides technical guidance and leadership in collaborating with the USG team and technical working groups. S/he also serves as a Contracting Officer's Technical Representative (COTR) and Agreement Officer's Technical Representative (AOTR) for several malaria programs, and provides management and technical guidance to implementing partners. S/he assists in developing a monitoring and evaluation plan for PMI activities by reviewing partner's quarterly reports, tracking partner performance data, conducting site visits, and monitoring activities undertaken by implementing partners.

**QUALIFICATIONS REQUIRED:**

- (1) Master's degree with a specialization in one of the following areas and knowledge of the others: Medicine, Public Health, Epidemiology, Social Sciences, Veterinary Sciences, Entomology, or Microbiology with familiarity in technical aspects of infectious diseases including Malaria;
- (2) A minimum of nine (9) years of professional experience managing and implementing public health program in developing countries with at least five years' experience in infectious diseases. The incumbent will also have experience in working with and advising senior officials, and managing programs without direct, on-site supervision;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai;
- (4) Must have comprehensive knowledge of the concepts, principles, techniques and practices of infectious disease issues and the strategies most effective for implementing these interventions;
- (5) Must have practical knowledge of health services and the international/national/local infectious diseases response;

(6) Able to plan, develop, manage and evaluate important and complex programs.

**SUBMIT APPLICATION TO:**

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**CLOSING DATE FOR THE POSITION: Until Filled**

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**FSN# 2012/01**

**A.I.D. Project Management Specialist (Malaria)**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** A.I.D. Project Management Specialist (Malaria), FSN-12

**OPENING DATE:** March 16, 2012

**CLOSING DATE:** Until Filled

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of A.I.D. Project Management Specialist (Malaria) in the U.S. Agency for International Development (USAID)/ Office of Public Health (OPH), located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Serves as Malaria Specialist supports the President's Malaria Initiative (PMI) program in planning, management, implementation, policy and monitoring and evaluation. S/he provides technical guidance and leadership in collaborating with the USG team and technical working groups. S/he also serves as a Contracting Officer's Technical Representative (COTR) and Agreement Officer's Technical Representative (AOTR) for several malaria programs, and provides management and technical guidance to implementing partners. S/he assists in developing a monitoring and evaluation plan for PMI activities by reviewing partner's quarterly reports, tracking partner performance data, conducting site visits, and monitoring activities undertaken by implementing partners.

**QUALIFICATIONS REQUIRED:**

- (1) Master's degree with a specialization in one of the following areas and knowledge of the others: Medicine, Public Health, Epidemiology, Social Sciences, Veterinary Sciences, Entomology, or Microbiology with familiarity in technical aspects of infectious diseases including Malaria;
- (2) A minimum of ten (10) years of professional experience managing and implementing public health program in developing countries with at least five years' experience in infectious diseases. The incumbent will also have experience in working with and advising senior officials, and managing programs without direct, on-site supervision;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai;
- (4) Must have comprehensive knowledge of the concepts, principles, techniques and practices of infectious disease issues and the strategies most effective for implementing these interventions;
- (5) Must have practical knowledge of health services and the international/national/local infectious diseases response;

(6) Able to plan, develop, manage and evaluate important and complex programs.

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**CLOSING DATE FOR THE POSITION: Until Filled**

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**FSN# 2012/44 (T)**  
**Financial Analyst**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** Financial Analyst, FSN-9 (Trainee)

**OPENING DATE:** June 1, 2012

**CLOSING DATE:** June 28, 2012

(This is an extension of announcement of VA#2011/143 from January 12, 2012. Applications previously received will also be considered.)

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-9

The U.S. Embassy in Bangkok is seeking an individual for the position of Financial Analyst in the U.S. Agency for International Development (USAID)/Office of Financial Management (OFM), located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Serve as the financial management expert and the Regional Controller's representative to Technical Teams for the regional and bilateral programs in Regional Development Mission for Asia (RDMA), Vietnam, and East Timor. The Financial Analyst also analyzes the institutional financial management, internal control, and audit capabilities of host country government ministries and local Non-Governmental Organizations (NGOs). The Financial Analyst periodically travels to project sites to provide assistance. RDMA and client post have an operational year budget of approximately \$200 million.

**QUALIFICATIONS REQUIRED:**

- (1) Bachelor's degree in Accounting with a Certified Public Accountant (CPA);
- (2) At least four years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have a thorough knowledge and understanding of professional accounting principles, theories, practices and terminology as well as the principles and accepted practices of governmental and business financial accounting, budgeting, and reporting.

**SUBMIT APPLICATION TO:**

E-mail: [bkkrecruitment@state.gov](mailto:bkkrecruitment@state.gov)



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**CLOSING DATE FOR THE POSITION: June 28, 2012**

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**FSN# 2012/44**  
**Financial Analyst**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** Financial Analyst, FSN-10

**OPENING DATE:** June 1, 2012

**CLOSING DATE:** June 28, 2012

(This is an extension of announcement of VA#2011/143 from January 12, 2012. Applications previously received will also be considered.)

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Financial Analyst in the U.S. Agency for International Development (USAID)/Office of Financial Management (OFM), located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

Serve as the financial management expert and the Regional Controller's representative to Technical Teams for the regional and bilateral programs in Regional Development Mission for Asia (RDMA), Vietnam, and East Timor. The Financial Analyst also analyzes the institutional financial management, internal control, and audit capabilities of host country government ministries and local Non-Governmental Organizations (NGOs). The Financial Analyst periodically travels to project sites to provide assistance. RDMA and client post have an operational year budget of approximately \$200 million.

**QUALIFICATIONS REQUIRED:**

- (1) Bachelor's degree in Accounting with a Certified Public Accountant (CPA);
- (2) At least five years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have a thorough knowledge and understanding of professional accounting principles, theories, practices and terminology as well as the principles and accepted practices of governmental and business financial accounting, budgeting, and reporting.

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**CLOSING DATE FOR THE POSITION: June 28, 2012**

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**FSN# 2012/58 (T)**  
**Administrative Assistant**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** Administrative Assistant, FSN-6

**OPENING DATE:** June 1, 2012

**CLOSING DATE:** June 28, 2012

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-6

The U.S. Embassy in Bangkok is seeking an individual for the position of Administrative Assistant in the U.S. Agency for International Development (USAID)/Office of Financial Management (OFM) located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

The incumbent provides administrative assistance on a broad variety of operational and information supports to the Regional Controller as well as the OFM staff. In addition, s/he serves as the Payroll and Time & Attendance coordinator for RDM and its client missions as well as the first point of contact for all related to OFM operations including funding and clearance services.

**QUALIFICATIONS REQUIRED:**

***NOTE:** All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.*

- (1) Bachelor's degree in Business, Public Administration, Financial, Accounting, Economics, Arts or Social Science;
- (2) A minimum of two years of specific and progressively responsible experience in the field of secretary/administrative management in multi-national company, and/or other international organization (s);
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must demonstrate proficiency in using computer program and typing various correspondence formats;
- (5) Must possess excellent communication and interpersonal skills.

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E-mail: [bkkrecruitment@state.gov](mailto:bkkrecruitment@state.gov)

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**CLOSING DATE FOR THE POSITION: June 28, 2012**

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**FSN# 2012/58**

**Administrative Assistant**

**OPEN TO:** All Interested Candidates (Thai Citizens)

**POSITION:** Administrative Assistant, FSN-7

**OPENING DATE:** June 1, 2012

**CLOSING DATE:** June 28, 2012

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-7

The U.S. Embassy in Bangkok is seeking an individual for the position of Administrative Assistant in the U.S. Agency for International Development (USAID)/Office of Financial Management (OFM) located at Athenee Tower, Wireless Road, Bangkok.

**BASIC FUNCTION OF POSITION:**

The incumbent provides administrative assistance on a broad variety of operational and information supports to the Regional Controller as well as the OFM staff. In addition, s/he serves as the Payroll and Time & Attendance coordinator for RDM and its client missions as well as the first point of contact for all related to OFM operations including funding and clearance services.

**QUALIFICATIONS REQUIRED:**

***NOTE:** All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.*

- (1) Bachelor's degree in Business, Public Administration, Financial, Accounting, Economics, Arts or Social Science;
- (2) A minimum of three years of specific and progressively responsible experience in the field of secretary/administrative management in multi-national company, and/or other international organization (s);
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must demonstrate proficiency in using computer program and typing various correspondence formats;
- (5) Must possess excellent communication and interpersonal skills.

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E-mail: [bkkrecruitment@state.gov](mailto:bkkrecruitment@state.gov)

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**CLOSING DATE FOR THE POSITION: June 28, 2012**

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